



COUNTER PROCEDURE FOR TEMPORARY HEALTH CARE TRAILERS

Health care trailers are a temporary use (see section 6100 of the Zoning Ordinance), only valid for one year and must be renewed annually. Renewal must be stated in permit description.

FIRST SUBMITTAL:

Counter staff:

1. Over the counter permit type 1005 with BC code 1130.
2. Requires two copies of a complete plot plan (see form DPLU #090).
3. Form DPLU #557 or a personal letter from a Doctor licensed to practice medicine in the State of California is required.
4. Route location stamps are required from DPW if applicable.
5. Flood stamps are required from DPW if applicable.
6. Health Department approval (for septic) or Sewer letter/WWDP permit is required.
7. Add "DO NOT DESTROY, MICROFILM" stamp on plans and plan package.
8. Fees: \$120.00 permit fee, no plan check fee, no electrical/plumbing/mechanical.
9. Two copies of Earthquake Bracing Systems to be used (not required if Travel Trailer or on wheels).
10. No fire protection district review is required.
11. Inspection is required upon placement and at yearly renewals. Advise customer to call.

Exempt from:

School Fees
Fire Mitigation, Stamps, and Letters
Park Fees
Drainage Fees

Planner reviews plan to ensure trailer meets main building setbacks. Trailer may not exceed 800 square feet. A deposit will be posted to a trust fund in the amount of \$1000.00 if the trailer is greater than 8 feet in width and 40 feet in length (Sec 6118 (f) of Zoning Ordinance).

Verification of removal of a health care trailer requires a miscellaneous permit; the customer must call for final inspection. (Use only the miscellaneous permit fee for this permit, no plan check fee.) This is a separate permit from the one obtained to place the trailer. Please reference the original Health Care trailer permit number in the scope screen.

Once final inspection has passed, the customer may apply for the bond release at the Building Plan Pre-Submittal Review counter. Customer must present the original of the signed permit card when applying for the bond release.

Yearly Renewals:

1. Over the Counter – application only, BC code 1130.
2. Form DPLU #557 or a personal letter from a Doctor licensed to practice medicine in the State of California is required.
3. Renewal fees \$29.00, no plan check fees.